

# MARK L. JACKSON

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**CAREER OBJECTIVE** To combine international economic development experience with a solid business and technical foundation to create innovative, sustainable business solutions in a high energy, team-based environment.

## **EXPERIENCE**

### **UNITED STATES PEACE CORPS, BULGARIA**

**[08/03 -Present]**

#### **Economic Development Volunteer [08/03 - Present]**

Ranked in top 5% of Volunteers for project fundraising

- European Integration Department, Shoumen Municipality
  - Consultant to local businesses, including: marketing, efficiency, management
  - Managed project funding; sources include: the United Nations Development Program, European Union, USAID and US Embassy
  - Developed organizational project planning strategies - stressing sustainability
  - Prepared a municipal strategy to aggressively attract foreign investment
- Secondary Projects
  - Taught weekly University English courses, required for graduation
  - Worked with local social organizations to increase their fundraising capacity

#### **Chairman, Volunteer Action Committee [11/03 - Present]**

- Charged to identify/resolve volunteer issues about the Bulgaria program
- Reported directly to the Country Director and Senior Staff
- Created agendas and led quarterly meetings of senior staff and volunteers

### **NAPERVILLE, IL PARK DISTRICT**

**[Summers '97 - '03]**

#### ***Centennial Beach Aquatic Facility***

#### **Head Lifeguard [2000 - 2003]**

- Managed crew of forty lifeguards; with authority to dismiss employees
- Maintained a perfect 'Platinum' rating on external monthly staff audits
- Proposed staff retention program to the city council; resulted in more experienced staff and higher safety ratings
- Led preseason team-based problem solving courses; over sixty hours of training per staff member
- Prepared and staffed annual 'Danskin' Triathlon swim for 3,000+ participants

#### **Assistant Head Lifeguard [1999]**

- Created daily schedule and authorized paid hours of Lifeguards

#### **Lifeguard [1997-1998]**

- Developed teamwork and leadership skills through constant group training

## **EDUCATION**

### **KELLEY SCHOOL OF BUSINESS, Indiana University**

**[08/99 - 05/03]**

#### **Business Process Management, Bachelor of Science**

- Overseas Studies, Maastricht, Netherlands [01/02 - 05/02]
- Philanthropy Coordinator, Sigma Chi Fraternity [01/01 - 04/01] [01/03 - 04/03]
- Scholarship, Indiana University Faculty Award [08/99 - 05/03]

## **TECHNICAL SKILLS**

Microsoft Office, Adobe Photoshop, Relational Databases, HTML, Visual Basic, VBA, ASP.NET, SAP, ABAP, and C Programming

## **LANGUAGE SKILLS**

Bulgarian: Spoken - Intermediate High; Written - Intermediate Low